

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Apr 14, 2016

Action Requested By: Finance

Agenda Type: Resolution

Subject Matter:

Advertise the position of Payroll Supervisor

Exact Wording for the Agenda:

Request to advertise the position of Payroll Supervisor, Pay Grade 17, and to fill at higher than minimum rate if necessary.

Note: If amendment, Please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

Request to advertise the position of Payroll Supervisor, Pay Grade 17, and to fill at higher than minimum rate if necessary.

Associated Cost: _____

Budgeted Item: _____

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: 

Date: 4-6-16